

BRIEF DESCRIPTIONS OF SRTS DATA COLLECTION FORMS

Overview of the Student Tally

What does the tally form do? The form will help measure how students get to school and whether the SRTS Program affects trips to and from school.

Who administers the form? Teachers in each classroom.

Who gets tallied? K-8 graders at your school.

How many days are students tallied? The tallies should be conducted each day for one week in each classroom.

When should the tallies be taken? The tallies should be completed at the beginning of the school year and at the end of the school year. Midyear counts are optional but helpful.

- Baseline: 2nd, 3rd, or 4th week of school year
- Midyear (optional)
- End of year: during one of the last 4 weeks of school year

Where do I send completed forms? Teachers give the forms to the local SRTS program manager, who enters the information from each classroom into an easy-to-use database or spreadsheet. That completed spreadsheet or database can be used by the local program for basic analysis, sent to the state SRTS program for progress reporting, and submitted to the National SRTS Program Tracking Project.

Overview of the Parent Survey

What does the parent survey do? The survey asks for information about what factors affect whether parents allow their children to walk or bike to school, the presence of key safety-related conditions along routes to school, and related background information. The survey results will help determine how to improve opportunities for children to walk or bike to school, and measure parental attitude changes as local SRTS programs occur.

How is the survey administered? Surveys can be administered in three ways: as a take-home survey, distributed as part of parent-teacher conferences, or as part of homework assignments.

Who gets surveyed? Parents of all K-8 graders at your school should be asked to complete the survey. (One per household per school.)

When should the surveys be administered? Surveys should be completed at the beginning of the school year and at the end of the school year.

- Baseline: 2nd, 3rd, or 4th week of school year
- Midyear (optional)
- End of year: during one of the last 4 weeks of school year

Where do I send completed forms? Teachers give the forms to the local SRTS program manager, who enters the information from each classroom into an easy-to-use database or spreadsheet. That completed spreadsheet or database can be used by the local program for basic analysis, sent to the state SRTS program for progress reporting, and submitted to the National SRTS Program Tracking Project.

Detailed instructions for each form are also available.

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